



GT METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road – Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 – Website: www.gtmetrofire.org Email: info@gtmetrofire.org

January 28, 2020

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Chairman Darryl Nelson at East Bay Township Hall, 1965 Three Mile Road, Traverse City, MI.

PLEDGE OF ALLEGIANCE – recited

Roll call – 6 members, a quorum

Beth Friend, East Bay

Glen Lile, East Bay

Darryl Nelson, Acme

Doug White, Acme

Chuck Korn, Garfield

Steve Duell, Garfield

ATTENDANCE:

Pat Parker, Chief

Steve Apostal, Asst. Chief-OPS

Brian Belcher, Asst. Chief/Fire Marshal-FP

Robin Ehardt, Accountant

Nelson reported that Chief Parker just recently lost his brother, Steve, and asked the Board for a moment of silence.

Nelson turned over the meeting to Chief Parker for the election of the 2020 Officers.

Election of 2020 MESA Board Officers:

1. **Chairman/Chairperson:** Parker opened the nominations for Chairman/Chairperson. Lile nominated Chuck Korn as Chairman, Duell seconded. No other nominations. All ayes. It was unanimous for Chuck Korn as Chairman.

Korn as elected Chairman for 2020 took over the meeting.

2. **Vice Chairman/Chairperson:** Friend nominated Darryl Nelson as Vice Chairman, Duell seconded. No other nominations. **Motion** by Lile, supported by Friend, to close nominations and declare Darryl Nelson unanimously elected. All ayes. Motion carried.
3. **Board Secretary:** **Motion** by Friend to nominate Glen Lile to continue as Secretary, Nelson seconded. No other nominations. **Motion** by Friend, supported by Nelson, to close nominations and elect Glen Lile as Secretary. All ayes. Motion carried.
4. **Treasurer:** **Motion** by Korn, supported by all Board members, for Robin Ehardt as Treasurer. All ayes. Motion carried.

Appointment of Committee Members:

1. **Personnel Committee:** The Board agreed that all three Township Supervisors would be on the Personnel Committee.
2. **Finance Committee:** Friend nominated Steve Duell, Darryl Nelson, and Glen Lile to be on the Finance Committee, seconded by Korn. There being no objections, the motion was carried.



GT METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road – Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 – Website: www.gtmetrofire.org Email: Info@gtmetrofire.org

MESA MINS/Page 2
January 28, 2020

PUBLIC COMMENT: None

APPROVAL OF AGENDA: Add under “New Business – Approve Roof Bids for Admin” approval of Resolution 2020-01 – Budget Amendment #1. **Motion** by Duell, supported by Nelson, to approve the agenda as amended. All ayes. Motion carried.

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: There being no changes to the December 19, 2019 regular and January 8, 2020 special minutes, they stand approved.

FINANCIAL REPORT: Financial report as presented. Ehardt reported the audit is scheduled for the second week of April and hopefully they can present at the May meeting.

Approval of Bank Signers: Ehardt reported currently on the Fifth-Third account is Jay Zollinger, Chuck Korn, Pat Parker and herself and she wanted to update the check signers for that bank only. **Motion** by Lile, supported by White, to appoint Chairman and Vice Chairman to be check signers for Fifth-Third Bank. All ayes. Motion carried.

CLAIMS: **Motion** by Nelson, supported by Lile, to approve the prepay and regular claims in the amount of \$737,217.37 (check #17070-17186); Plus, payroll/debt EFT's in the amount of \$495,879.67 for a Grand Total Claims of \$1,233,097.04. Roll call: Nelson, yes; Lile, yes; White, yes; Friend, yes; Duell; yes; Korn, yes. All ayes. Motion carried.

CORRESPONDENCE:

See the Cost Recovery Report for December 2019, Fire Recovery 2019 Statistics, and Fire Recovery 2019 Paid Claims Reports.

See the 2% Award Notice from the GT Band of Ottawa and Chippewa Indians for hydraulic extrication tools.

See the One America year-end report for the GT Metro plan.

REPORTS

CHIEF: See Chief Report.

ASST. CHIEF/OPS-TRAINING: See Asst. Chief/OPS report.

ASST. CHIEF/FIRE MARSHAL: See Asst. Chief/Fire Marshal- FPB Report and Fire & Life Safety Report.



GT METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road – Traverse City, MI 49686

Phone: (231) 947-3000 Fax: (231) 947-8728 – Website: www.gtmetrofire.org Email: info@gtmetrofire.org

MESA MINS/Page 3

January 28, 2020

OLD BUSINESS:

5-yr Strategic Planning Session: Parker reported that the minutes from the last Strategic Planning session were emailed to all the Board members. Discussion. The Board would like Linda Racine, our Facilitator, to review the last meeting and identify the main issues/goals and then prioritize them. Staff to put them on a draft sheet with options to solve these and bring it back to the next meeting.

Station Leases Discussion: Parker reported that they reached out to Haider Kazim, Metro counsel, and Steve Peacock, Auditor. Kazim couldn't attend the meeting today but had more questions for the Board. He will be attending the February Board meeting. Haider Kazim is also interested in hearing what Steve Peacock has to say. Ehardt had a conference call with Steve Peacock and their government head partner from Grand Rapids, and the conversation went well. He will come up with a recommendation for wording within the next week or so. Discussion. Nelson would like the info before the next Board meeting to review.

NEW BUSINESS:

Potential Hiring of 3 Full-time Employees: See Hiring 3 Full-time Firefighters in 2020, dated January 23, 2020. Discussion. **Motion** by Friend, supported by Duell, to approve hiring 3 full-time firefighters that is already included in the 2020 budget with a hiring date of May 1, 2020 (scenario #1). Roll call: Friend, yes; Duell, yes; Lile, yes; White, yes; Nelson, yes; Korn, yes. All ayes. Motion carried.

Approve Roof Bids for Admin: The three bids that were received were: Bloxsom - \$55,500; Arrow Roofing - \$54,286; Springfield Roofing - \$56,215. Parker and Duell met with Springfield personally, and then they compared all three bids side-by-side. They would recommend awarding the bid to Springfield and went over the reasons for their decision. Parker reported that there may be a possible conflict of interest in that his brother works for Duralast. He is their Distribution Manager and in charge of their freight all over the world. Parker said there is no gain for either of them. **Motion** by Duell, supported by Lile, to accept the bid from Springfield Roofing for \$56,215 for replacement of Admin's roof. Roll call: Duell, yes; Lile, yes; Friend, yes; White, yes; Nelson, yes; Korn, yes. All ayes. Motion carried.

Approve Resolution 2020-01---2020 Budget Amendment #1: Ehardt reported that they do not have the money in Capital Outlay, so she is proposing it come out of Fund Balance (see 2020 Budget Amendment #1 by Cost Centers, dated 1/28/2020). **Motion** by Nelson, supported by Friend, to adopt Resolution 2020-01--- 2020 Budget Amendment #1. Roll call: Nelson, yes; Friend, yes; White, yes; Lile, yes; Duell, yes; Korn, yes. All ayes. Motion carried.

Any Suggested Agenda Items for Future Board Meetings: Staffing, Leases, Strategic Plan, Update on Surrounding Communities to Become Good Partners (what their expenses are in regards to millage).



GT METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: info@gtmetrofire.org

MESA MINS/Page 4
January 28, 2020

Parker reported that Marcia Schwind had just given him her letter of resignation after 27 years at Metro with her last day being Friday, April 3, 2020. He will come back to the Board in the future with a plan on where he thinks they should go.

PUBLIC COMMENT: Tom Cash, Garfield Twp resident, addressed the Board.

There being no objections, meeting was declared adjourned by Chairman Chuck Korn at 11:10 a.m.

Chairman Chuck Korn

Assistant Secretary Marcia Schwind